

**DRIVEWAY  
PERMIT APPLICATION**



Inspector Zone: \_\_\_\_\_

This is to request permission to construct a Norfolk Standard driveway to or from a City street, to access required off-street parking area, in accordance with City Code Section 42-9 and the City's Access Management Guidelines dated June 12, 2002 as amended.

Driveway Type: Commercial: ☐ Residential: ☐

New: ☐ Repair/Replace Existing: ☐

Driveway Size (at private property line): \_\_\_\_\_(ft.)

Property Owner: \_\_\_\_\_ Phone #: \_\_\_\_\_

Property Owner's Address:

\_\_\_\_\_  
(Street) (City) (State) (Zip)

Address for driveway: \_\_\_\_\_  
(If different from above) (A site plan, survey, or other drawing MUST be submitted with application)

Existing Curb & Gutter?: Yes ☐ No ☐ Existing Sidewalk?: Yes ☐ No ☐

Is the proposed construction area within the drip line of a City tree?: Yes ☐ No ☐

Is there an existing utility pole, fire hydrant, pedestal, cabinet, water meter or drainage ditch within 3 feet of the proposed driveway area?: Yes ☐ No ☐

If yes, please specify: \_\_\_\_\_

**Contractor Information: (other than owner):**

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (State) (Zip)

City of Norfolk Business License #: \_\_\_\_\_

Virginia Contractors License #: \_\_\_\_\_

The Permittee, its agents, employees, officers and assign assume all responsibility and liability for any injury to persons or damage to public or private property caused directly or indirectly, by the performance of permitted work under this permit. Furthermore, the Permittee, its agents, employees, officers and assignees agree to save and hold harmless the City of Norfolk, its agents, employees and officers from any and all claims, demands, actions, judgments, executions, damages or proceeding for any and all personal actions, judgments, executions, damages or proceedings for any and all personal injury, and injuries to property, real or personal, public or private caused by or arising out of directly or indirectly, from the performance of permitted work.

**I certify the above information is correct.**

\_\_\_\_\_  
**Property Owner or Authorized Agent**

\_\_\_\_\_  
**Date**